



Exceptional Student Services (ESS) / Data Management

Frequently Asked Questions – EXIT

The Exit frequently asked questions (FAQs) are designed to address federal reporting requirements as defined in IDEA Section 618. These FAQs are NOT associated with the graduation rate (Indicator 1) or the dropout rate (Indicator 2).

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Q1: WHY ARE PUBLIC EDUCATION AGENCIES (PEAS) NO LONGER RESPONSIBLE FOR SUBMITTING EXIT DATA?

A: To eliminate redundant data reporting efforts by PEAs, Arizona Department of Education (ADE) is now extracting exit data from the Student Accountability Information System (SAIS). However, it is still the PEA's responsibility to ensure that the data is accurate.

Q2: WHAT IF THE DATA POPULATED IN THE EXIT DATA TABLES DOES NOT APPEAR TO BE CORRECT?

A: Corrections should be made within the PEA's student management system (SMS) and uploaded to SAIS. The data populated in the exit data will be refreshed regularly to reflect any corrections that may have been made.

Q3: WHEN CAN I MAKE FY 2013 SPECIAL EDUCATION EXIT DATA CORRECTIONS IN SAIS?

A: Anytime prior to June 30, **2013**. Corrections after June 30, **2013**, are subject to the State Aid and Budget Capacity Correction process (ARS § 15-915).

Q4: HOW IS STUDENT'S AGE DETERMINED FOR REPORTING WHEN EXIT DATA EXTRACTED IS FROM SAIS?

A: The age of the student will reflect his/her age in years as of October 1st of the reporting year, not at the time of exit. Only students aged 14–21 will be reported.

Q5: HOW IS THE STUDENT'S AGE CALCULATED AS OF OCTOBER 1ST?

A: The student's age will be calculated using the child count date PRIOR to the student's exit. For example, for the July–June reporting period, a student who exits prior to October 1, **2013**, will have his/her age calculated from the October 1, **2012**, child count date and a student who exits on or after October 1, **2013**, will have his/her age calculated as of the October 1, **2013**, child count. Refer to the following examples:

Example 1:

Student is enrolled in SPED during the first two weeks of school and the following May, graduates from high school. This student is 18 years old at the time of graduation and turned 18 in January. Student is reported as graduating (SPED exit code 2 in SAIS). Because the student exited after the current year child count date of October 1st, the age is calculated using the current year child count date, and since the student didn't turn 18 until January, the age of the student as of the current year child count date is 17.



Example 2:

Student is enrolled in SPED during the first two weeks of school and transfers to regular education (SPED exit code 1 in SAIS) at the end of September and is 15 years old at the time of exit and turned 15 over the previous summer. Because the student exited before the current year child count date of October 1st, the age is calculated using the prior year child count date. Given that the student in question had a birthday over the summer, the age of this student on the prior year child count date is 14.

Example 3:

Student is enrolled in SPED during the first two weeks of school and moves in mid-September, but is known to be continuing (SPED exit code 5 in SAIS) and is 14 years old at the time of exit and turned 14 over the previous summer. Because the student exited before the current year child count date of October 1st, the age is calculated using the prior year child count date. Since the age on the prior year child count for this student is 13, this student would be excluded from the Exit report as only ages 14-21 are extracted.

Q6: WHAT IS THE REPORTING PERIOD FOR EXIT DATA?

A: Students who exited special education between July 1 and June 30 of the reporting year will be populated in the exit data tables.

Q7: WHAT IF A STUDENT ATTENDS SUMMER SCHOOL AND EXITS DURING THAT TIME PERIOD?

A: Data will be reported from the traditional school year as well as summer school. Exit data will be reported from July 1 to June 30 of the current reporting year.

Q8: WILL STUDENTS WHO MOVE FROM ONE SCHOOL TO ANOTHER WITHIN THE SAME PEA BE REPORTED?

A: No. Only students who move from one PEA (district/charter holder) to another will be reported.

Q9: HOW IS A STUDENT WHO CLAIMS MORE THAN ONE RACE OR ETHNICITY REPORTED?

A: Students can only be reported under one race or ethnicity category. When ADE reports data to the Office of Special Education Programs (OSEP), the data will include each student in exactly one of the following seven categories: (1) Hispanic / Latino of any race; (2) Asian; (3) American Indian or Alaskan Native; (4) Black or African American; (5)



Native Hawaiian or Other Pacific Islander; (6) White; or (7) Multi-Racial. Note: students included in Hispanic / Latino will not be reported under any other category.

Q10: HOW DO I REPORT A STUDENT WHO IS IN 8TH GRADE IN AN ELEMENTARY DISTRICT AND MOVING ON TO A DIFFERENT HIGH SCHOOL DISTRICT INTO 9TH GRADE IN SAIS?

A: You would report the student as "Moved, known to be continuing." The only exception would be if the student were younger than 14 years old as of October 1. Students younger than 14 years old (as of October 1st) are not included in the exit data.

Q11: WHERE DO I REPORT STUDENTS WHO GRADUATE WITH AN "ALTERNATE" HIGH SCHOOL DIPLOMA (ONE THAT IS NOT EQUIVALENT TO THAT OF THEIR REGULAR EDUCATION PEERS) IN SAIS?

A: No alternate forms of diploma are available in Arizona.

Q12: HOW DO I REPORT STUDENTS WHO MET GRADUATION REQUIREMENTS AFTER THEIR COHORT CLASS BUT BEFORE REACHING MAXIMUM AGE (E.G., THEY GRADUATED IN 5 YEARS)?

A: Students in this circumstance meet the federal definition of graduating with a high school diploma and should be reported as such (see page 2 of the Exit Guidance document).

Q13: HOW DO I REPORT STUDENTS WHO HAVE MOVED AND ARE NOT KNOWN TO BE CONTINUING IN SAIS?

A: Students identified as moved, not known to be continuing are to be reported as dropouts.

Q14: IN SAIS, HOW DO I REPORT A STUDENT WHO LEFT SCHOOL TO BE HOME SCHOOLED?

A: If a student continues to receive special education and related services from the school, then the student should not be reported as exiting the special education program. If the student is no longer receiving special education, then report him/her in the exit category, "Transferred to regular education." However, if a student moves from one district to another and is home schooled, then that student would be reported as "Moved, known to be continuing."

Q15: HOW SHOULD TRUANT STUDENTS BE REPORTED IN SAIS?

A: Report truants as dropouts.



Q16: HOW SHOULD I REPORT A STUDENT WHO RECEIVED A GED IN SAIS?

- A: A student who received a GED should be reported as a dropout. IDEA regulations at 34 CFR §300.102(a)(3)(iv) state: *As used in paragraphs (a)(3)(i) through (a)(3)(iii) of this section, the term regular high school diploma does not include an alternative degree that is not fully aligned with the State's academic standards, such as a certificate or a general educational development credential (GED).*

Q17: ARIZONA USES A JULY 1 TO JUNE 30 REPORTING PERIOD. WHAT ABOUT STUDENTS WHO DROPPED OUT AS OF JUNE 30, BUT RETURNED TO SCHOOL ON SEPTEMBER 1? WILL THE DATA BE CORRECTED IN THE EXIT DATA?

- A: The students are reported as dropouts. The exit data will reflect a student's status on the last day of the reporting period. It does not matter if a student's status changes the next day. The status for the completed reporting period does not change.

Q18: HOW DO I REPORT A STUDENT IN SAIS WHO:

- * JOINED THE MILITARY?
- * GOT PREGNANT (AND IS NO LONGER IN SCHOOL)?
- * GOT MARRIED (AND IS NO LONGER IN SCHOOL)?
- * IS A RUNAWAY?
- * IS MISSING/UNKNOWN?
- * EXITED PUBLIC SCHOOL SYSTEM AND WHEREABOUTS IS UNKNOWN?
- * WAS EXPELLED?
- * HAS A SERIOUS ILLNESS/INJURY (AND IS NOT RECEIVING REGULAR OR SPECIAL EDUCATION)?
- * LEFT SCHOOL TO TAKE A JOB?

- A: If a student is no longer receiving special education, then report a student in any of the above situations in the dropout category. Any student who exits special education and does not meet the definition of any of the other exit categories should be reported as a dropout. This includes students for whom there was no official notice of withdrawal.



Q19: HOW WILL A STUDENT BE REPORTED WHO WAS NOT IN SPECIAL EDUCATION AT THE START OF THE REPORTING PERIOD, ENTERS SPECIAL EDUCATION DURING THE REPORTING PERIOD, AND THEN RETURNS TO REGULAR EDUCATION BEFORE THE END OF THE REPORTING PERIOD?

A: A student who was not in special education at the start of the reference period will not be reported in the exit data.

Q20: HOW SHOULD I REPORT A STUDENT IN SAIS WHOSE PARENTS DECIDE THEY NO LONGER WANT THEIR CHILD IN SPECIAL EDUCATION AND COMPLETE REVOCATION OF CONSENT DOCUMENTATION?

A: Report the student in the exit category "Transferred to regular education."

Q21: HOW SHOULD I REPORT A STUDENT IN SAIS WHO LEFT SCHOOL AND ENROLLED IN A COMMUNITY COLLEGE? THE STUDENT DID NOT RECEIVE A DIPLOMA AND IS NOT CONTINUING IN SPECIAL EDUCATION.

A: Report the student as a dropout. Any student who exits special education and does not meet the definition of any of the other exit categories should be reported as a dropout.

Q22: HOW SHOULD I REPORT A STUDENT IN SAIS WHO MOVED OUT OF STATE?

A: If you have evidence (e.g., a request for transcripts) that the student is continuing in an educational program, then report the student in the "Moved, known to be continuing" category. It is not necessary for you to know whether the student is continuing in special education. You only need to have evidence that the student is continuing in an educational program. A transcript request is acceptable.

- If you have no evidence that the student is enrolled in an educational program, but you know that the family is no longer at their last known residence, then you should report the student in the dropout category.

Q23: HOW WILL EXIT DATA BE REPORTED FOR CONTRACTED OUT STUDENTS?

A: Exit data for contracted out students will be reported under a "school" entitled "Contract Out."

Q24: HOW DO I REPORT A STUDENT IN SAIS WHO HAS FAILED TO PASS THE AIMS TEST AS A PART OF THE GRADUATION REQUIREMENTS?



- A: If the student in question returns to school and is still in special education, you would not report him/her as exiting. However, if the student does not return, you would report him/her as a dropout.

Q25: HOW DO WE REPORT A STUDENT WHO WAS EXITED AND RE-ENTERED?

- A: In SAIS, you need to report each time a student is exited and re-entered. For purposes of extracting data from SAIS to populate the exit data tables as an unduplicated count, ADE extracts the *last known exit status* for all students.

Q26: HOW DO WE REPORT A STUDENT WHO DID NOT FINISH THE SCHOOL YEAR, BUT DID NOT OFFICIALLY WITHDRAW? FOR EXAMPLE, HOW SHOULD WE REPORT A STUDENT WHOSE PARENT REMOVES HIM/HER FROM SCHOOL 2-4 WEEKS BEFORE THE LAST DAY, WITH THE INTENT OF RETURNING FOR THE FALL TERM NEXT SCHOOL YEAR? IN THIS CASE, THE FAMILY HAS NOT MOVED FROM ITS RESIDENCE; ESSENTIALLY, THEY ARE TAKING AN EXTENDED VACATION.

- A: If a parent did not withdraw the student from school, and the student is simply absent, then you would not report the student as having exited from special education. The student is still receiving special education services, in that the student is still enrolled in a special education program. The fact that the student is not attending that program is at the discretion of the student or parent, but does not constitute an exit.

Q27: WHY ARE THERE TIMES WHEN I AM UNABLE TO VERIFY THE ACCURACY OF MY EXIT DATA?

- A: There may be some instances when a PEA is unable to verify the accuracy of their exit data because of "unduplication." "Unduplication" refers to an action recorded by a PEA that supersedes a similar action by a second PEA. For example, the exit data extract reports the last known exit status for a student in the current reporting year. If a student exits special education at one PEA as "moved, known to be continuing" and later in the same reporting year, the student is reported at a different PEA as "graduated with a regular high school diploma," that student will be reported as graduated under the second PEA and will not be reported as moved at the first PEA.